

# **SAN JOAQUIN COUNTY CHILDREN AND FAMILIES FIRST COMMISSION**

## **————— MEETING SUMMARY —————**

Public Health Auditorium  
1601 East Hazelton Avenue  
Stockton CA

Wednesday, July 21, 1999 7:00 a.m.

(approved August 4, 1999)

1. Meeting was called to order by Chairperson Gutierrez. Roll call was taken and all commission members were in attendance except for Commissioners Adubofour (arrived later) and Flenoy–Kelley (arrived later).
2. Meeting summary from June 23, 1999 was presented for approval.  
*Motion: Approve meeting summary from June 23, 1999. (Mitchell/Grupe – Motion passed unanimously)*
3. Staff provided a listing of expenditures from 01/01/99–06/30/99. Expenditures for this period totaled \$21,278.35.  
*Motion: Accept financial report. (Snider/Vera – Motion passed unanimously)*
4. Staff recommended that the Commission designate the County Administrator as the authorized signatory for the Children and Families First Trust Fund. This action was requested by the County Auditor–Controller and will permit staff to periodically process the necessary cost reimbursements to the Children and Families First Fund.  
*Motion: Designate the County Administrator as the authorized signatory for the Children and Families First Trust Fund. (Grande/Mitchell – Motion passed unanimously)*
5. Commissioner Grupe (Strategic Planning Process subcommittee) provided a report on the facilitator selection process: Two candidates have been selected to be interviewed at a future public meeting (Lang & Associates, Harder + Company). Draft evaluation questions and a scoring methodology were prepared by the subcommittee. Commissioner Adubofour indicated that the subcommittee wanted to give Commission members and the public an opportunity to comment on the draft questions. Draft questions were read for the audience.

Discussion was held on the draft questions and the need to have specific knowledge of local programs in San Joaquin County in order to be an effective

facilitator. It was suggested that the subcommittee revise and consolidate the questions as necessary. Louise Johnston/County Office of Education commented that it is important for the facilitator to know the intent of Proposition 10 and the full range of issues involving children 0–5. Discussion was held on whether to interview the candidates through the subcommittee or the full Commission. Meeting timelines were discussed and the possibility of a special meeting on August 4 (2 weeks) was introduced. Staff will collect any additional questions from Commission members or the public within 1 week and incorporate into the subcommittee’s final list of questions. Staff will contact facilitator candidates to check on their availability to attend a special meeting on August 4.

*Motion: Schedule a special Commission meeting for Wednesday, August 4, 1999 at 08:00 a.m. to interview facilitator candidates. (Grupe/Flenoy–Kelley – Motion passed unanimously)*

Staff was directed to provide another copy of background information on facilitator candidates to Commission members.

6. Conflict-of-Interest Code requirements and proposed disclosure categories were presented (continued from 06/23/99). Staff will attempt to obtain copies of other commissions’ conflict-of-interest codes. Discussion was held on the jurisdiction covered by the code and language was changed in both proposed options to refer to “commission” instead of “agency.”

*Motion: Adopt Conflict-of-Interest Code with disclosure categories defined in Option “B” as amended. (Grande/Grupe – Commissioners Vera, Fujii, Grupe, Grande, Adubofour voted YES, Commissioners Gutierrez, Mitchell, Flenoy–Kelley, Snider voted NO – Motion passed 5–4)*

7. Discussion was held on the recommendation to elect a Chairperson and Vice–Chairperson as per direction from the April 21, 1999 meeting. It was noted that the initial 3–month terms for these positions had expired. Commissioner Mitchell indicated that the Bylaws subcommittee intended for the initial terms of office to continue until the September 1 term start date that was specified in the Commission bylaws. Staff noted that this was a policy matter for the Commission to decide.

*Motion: Elect Commissioner Gutierrez to serve as Chairperson and Commissioner Mitchell to serve as Vice–Chairperson for one year beginning on September 1, 1999. (Grande/Flenoy–Kelley – Motion passed unanimously)*

8. Staff presented a brief overview of a Results Accountability Workshop Videoconference presented by the Foundation Consortium, California Endowment, and State Children and Families First Commission on July 19, 1999. The presenter was Mark Friedman, Director of the Fiscal Policy Studies Institute. The focus was on urging commissions to clearly define their desired outcomes

and to focus on vision. He discussed developing criteria for measuring success and program effectiveness. It was also noted that the ideas presented at this workshop were not the “official” methods endorsed by the State Commission, but were merely designed to generate ideas on result accountability.

9. No comments from the public were received.
10. Commissioner Grupe suggested that copies of minutes from State Commission meetings be provided to the public at future commission meetings. Commissioner Snider inquired about the status of collecting information on existing programs. Commissioner Mitchell responded that Public Health staff had obtained a copy of the Community Resource Directory published by the Private Industry Council and would be willing to make this document available. Commissioner Vera indicated that the Human Services Agency was currently working on a survey of children’s services, which may be useful for the Commission in determining where services are needed. Louise Johnston/County Office of Education will provide Children’s Resource Directory to Commission members. She indicated that information contained in existing needs assessments was adequate and advised against spending more money on additional consultants to gather more data. Commissioner Adubofour inquired about the timeline for appointing advisory groups. This topic will be scheduled for discussion at the next meeting.
11. Commissioner Snider suggested that the special August 4 meeting also serve as the regular monthly meeting of the Commission, which would have been scheduled for August 18. Discussion was held regarding combining these two meetings, the anticipated time requirements, and protocol for conducting facilitator interviews. The Strategic Planning Process subcommittee was directed to prepare a protocol for conducting the interviews. The next meeting is scheduled for Wednesday, August 4, 1999 at 07:00 a.m. in the Public Health Auditorium, 1601 East Hazelton Street.
12. *Meeting adjourned. (Grupe/Grande – Motion passed unanimously)*